

**KENTUCKY BOARD OF  
LICENSURE OF MARRIAGE AND FAMILY THERAPISTS  
BOARD MEETING MINUTES  
Thursday, September 21, 2006**

A regular meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Division of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky at 9:30 a.m., on September 21, 2006.

**BOARD MEMBERS PRESENT**

Ms. Eileen Durbin, Chairperson  
Ms. Stephanie Head  
Mr. Anthony Watkins  
Louis J. Twyman  
Dr. Delbert Hayden  
Ms. Melissa Wade

**OCCUPATIONS & PROFESSIONS**

Carolyn Jones, Board Administrator  
Claude Wagner, Director  
Wendy Satterly, Supervisor

**OTHERS PRESENT**

Diane Schuler Fleming, Office of the Attorney General  
Mike Rankin, KAMFT

**BOARD MEMBERS ABSENT**

Dr. Leonard Knight, Vice Chair

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**Call to Order**

Ms. Durbin called the meeting to order at 9:50 a.m.

**Approval of Minutes**

Mr. Watkins made a motion to approve the minutes of the August 17, 2006 meeting as presented. Dr. Hayden seconded the motion. The motion carried.

**Approval of Financial Statement**

The financial statement was submitted for Board approval. There is additional information in the statements now. Mr. Wagner took a few minutes to explain the changes and answer questions. Following the discussion Dr. Hayden made a motion to approve the financial statement. Ms. Wade seconded the motion. The motion carried.

**Director's Report**

Mr. Wagner updated the Board regarding the Imaging System Project. It continues to move ahead. He stated that there was a possibility that Board's would be asked to contribute to the cost of hiring a temporary employee to scan each board's documents. The cost would be not be equally divided but would be based upon the number of licensee's each board maintains. Ms. Durbin asked if contributing to the project was mandatory or optional. Mr. Wagner stated optional but added that he hoped that it would not be an issue for the Board.

Security and use of the information was discussed.

**New Business**

Correspondence from Wanda Schubarth was reviewed. Ms. Schubarth was asking for an exception to KRS 335.330 in which it requires an associate to have two years of experience prior to licensure. She felt that there was a possibility that she may be able to earn her 200 supervision hours and 1,000 client contact hours in less time. Additionally, she had obtained more than two years experience while working toward certification. She did not, however, complete the certification process. Upon review of the statute the board determined, that by definition, the experience must be obtained under the supervision of an approved supervisor. Ms. Head made the motion that the Board Administrator draft a letter to Ms. Schubarth explaining the Board's decision and informing her that she must obtain the full two years of experience, 200 supervision hours, 1,000 client contact hours, and pass the national exam prior to becoming fully licensed. Mr. Watkins seconded the motion. The motion carried.

This correspondence prompted discussion regarding the two years requirement. The question was whether or not it was necessary for an associate to obtain two years of experience prior to licensure. Ms. Durbin asked Mr. Rankin if he would be willing to ask KAMFT members how they felt about the current law.

At the Board's request, Ms. Kyler had created an Associate Renewal Application Checklist for Board review. There were several changes the Board asked that she make to the form, which she agreed to do. The revised form would be presented to the Board again at the October meeting for further review and possible approval.

Ms. Head mentioned that she thought it would be a good practice for the Board Administrator to copy letters to Associates to their supervisors. The Board agreed that would be a good idea. This did not require a motion to be made.

### **Old Business**

Ms. Durbin reminded the Board that there was a work session scheduled for November 15, 2006, to discuss the supervision regulation changes. The session will be held at the Division of Occupations and Professions and is scheduled to held from 6:00 p.m. until 9:00 p.m. The regular November business meeting will be held the next day, November 16, 2006 with committee's beginning at 8:30 a.m. and the public meeting beginning at 9:30 a.m.

It was also decided that the October business meeting be changed back to the originally scheduled date of October 19, 2006. Ms. Head put that in the form of a motion. Mr. Twyman seconded the motion. The motion carried. Ms. Durbin will not be able to attend that meeting and Dr. Knight will chair that meeting in her absence. Ms. Kyler will not be able to attend that meeting. Ms. Satterly advised Ms. Kyler that she would need to have the agenda set and the agenda packets mailed to the board member two weeks prior to the meeting. She further stated that another Board Administrator would cover the meeting in Ms. Kyler's absence.

### **Complaints**

It was not necessary for the Board to go into Executive Session for the complaint committee report.

In the Humphreys matter, the injunction was served on September 13, 2006. A Response to the Injunction is due 20 days from September 13, 2006. Responses to Interrogatories are due 45 days from September 13, 2006.

04-040, 04-050, and 04-060 – Ongoing

05-030 – Charges to be filed and Hearing to be set for December 15, 2006 beginning at 9:00 a.m.

06-003 – Dismissed for Failure to Comply

06-004 – Ongoing

06-006 and 06-007 – Ongoing

06-008 - Ongoing

### **Associate Permit Renewals**

Mr. Watkins moved the committee's recommendation to approve the associate renewal application(s) submitted by **Rachael Day, Grace M. Lester, Jill Onedera, and Joseph Quay**. Dr. Hayden seconded the motion. The motion carried.

### **Associate Application Review**

Mr. Watkins moved the committee's approval of the associate permit application(s) submitted by **Mary Grace Badami, Grant William Goodman, Julia C. Housiaux, Charles S. Oak, Tommie L. Robertson**. Dr. Hayden seconded the motion. The motion carried.

### **Audit Renewals**

Mr. Watkins moved the committee's recommendation to approve the audited renewal application(s) submitted by **Paula Durdach, Mary Elizabeth Farmer, Susan Ann Henry, Virginia Todd Holean, James F. Kennedy, Jennifer A. Mason, Michael McFarland, John P. Reed, Sally E. Rhoads, Wanda L. Staley, and Jayan E. Thomas**. Dr. Hayden seconded the motion. The motion carried.

### **Continuing Education**

Mr. Watkins moved to approve continuing education program application(s) and clock hours as requested:

- Bluegrass Regional MH-MR Board, Inc. – 2006 CLC Annual Training – 3-18 hours
- Bluegrass Regional MH-MR Board, Inc. – Parent Child Interaction Therapy (PCIT) for Community Mental Health Professionals – up to 12 hours
- Bluegrass Regional MH-MR Board, Inc. – Health Related Seminar – up to 6 hours
- Cabinet for Health and Family Services, Department for Mental Health and Mental Retardation Services – Positive Behavior Supports – 2 hours
- Four Rivers Behavioral Health – Substance Abuse 101 – 25 hours
- Jefferson Alcohol and Drug Abuse Center – Co-Occurring Disorders: A Practical Model for Symptom Management – 6 hours
- Kentuckiana Friends of Jung – C.F. Jung's Contribution to the Psychology of Religion – 3 hours
- Kentucky Autism Training Center of U of L – Regional Fall Workshops 2006 – 6 hours
- Kentucky Chapter of the Associate for Advancement of Social Work with Groups – Activating the Power of the Group to Neutralize Bullying – 2.5 hours
- Kentucky FIVCO Mental Health Counselors Association – KFMHCA Fall Conference 2006 – 7 hours
- Louisville Presbyterian Theological Seminary – Prepare/Enrich/ Initial Training Workshop – 6 hours
- University of Louisville – Cognitive Behavior Therapy for Severe Mental Disorders – 5.75 hours

- PESI, LLC – Meth: Assessment, Intervention and Treatment – 7.5 hours
- PESI, LLC – Holistic Treatment for Mental Health Disorders – 7.5 hours
- PESI, LLC – Attachment and Bonding – 7.5 hours
- Seven Counties Services, Inc. – NAMI Provider Education Program – 30 hours
- Seven Counties Services, Inc. – The Leadership Academy – 18 hours

Mr. Twyman seconded the motion. The motion carried.

#### **Inactive Status Review**

There were no requests for inactive status submitted for Board action.

#### **Licensure Reinstatement Review**

Mr. Watkins moved the committee to approve the reinstatement application(s) of **Jan Stickle and Loren L. Townsend**. Mr. Twyman seconded the motion. The motion carried.

#### **LMFT Licensure Review**

Mr. Watkins moved the committee to defer the licensure application(s) of **Leslye Hunter and Jason Joy**. Ms Head seconded the motion. The motion carried.

#### **Supervision Contract Review**

Mr. Watkins moved the committee to approve the supervision contract(s) submitted by **Betty Kratzenberg**. Dr. Hayden seconded the motion. The motion carried.

#### **Board Administrator Report**

Number of LMFTs in September 2005 – 463

Number of LMFTs in September 2006 – 441

The variance in numbers was due to the fact that the database had not been updated in September 2005.

Number of MFT Associates in September 2005 – 105

Number of MFT Associates in September 2006 - 109

#### **Scheduled Meetings**

The next meeting date is Thursday, October 19, 2006. Committee's begin at 8:30 a.m. Board meeting to begin at 9:30 a.m. The meeting will be held at 911 Leawood Drive, Frankfort, KY.

#### **Examination Dates**

The last national exam window closed October 7, 2006. Exam scores are expected 20 days after the window closes.

2007 Exam dates are as follows:

January 15 – February 10, 2007

May 21 – June 16, 2007

September 17 – October 13, 2007

#### **Additional Business**

Ms. Durbin asked for Ms. Head and Ms. Kyler to give a report on the AMFTRB/CLEAR Conference they had recently attended on behalf of the Board. They both stressed the importance of Criminal Background checks for all licensees. All Board members agreed with the need to begin doing them. Ms. Durbin asked Ms. Wade if she would research what other states around Kentucky were doing and bring a report back to the Board in January. Ms. Durbin also asked Mr. Rankin if he would survey the KAMFT members to get their input on doing criminal background checks on licensee's and potential licensees.

Ms. Kyler informed the Board that a few states had gone to mandatory on-line license renewal which cut down in the amount of paper being submitted to the Boards.

Additionally, it was reported that several states were revising their regulations regarding supervisors to have more stringent guidelines and training. This Board is currently working toward the same type of changes and was glad to hear that other states were doing the same.

Both Ms. Head and Ms. Kyler stated that this had been a worthwhile conference to attend and expressed their thanks to the Board for allowing them to attend.

Ms. Durbin gave each Board member several copied of Board Member Applications. She asked that if they came in contact with someone who expressed interest in being on the Board that they should give them a copy of the application or advise them that they could make application on-line. She further stated that she had suggested to the Governor's Office that they try to appoint a Board representative from the Western part of the state.

**Approval of Travel and Per Diem**

Ms. Head made a motion to approve travel and per diem for members attending today's meeting. Mr. Watkins seconded the motion. The motion carried.

**Adjournment**

Having no further business to be brought before the board, Ms. Head moved to adjourn the meeting. Dr. Hayden seconded the motion. The motion carried. The meeting adjourned at 12:30 p.m.

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**APPROVED**

Prepared by Carolyn J. Kyler, Board Administrator  
September 22, 2006